

DEPARTMENT OF THE (Insert Branch of Service Here)
(Unit or Squadron Letterhead)

(Date)

MEMORANDUM FOR PASSENGER SERVICE

FROM: (Organization Name)

SUBJECT: **CATEGORY III;** Space-A Dependent Verification Letter/Unaccompanied Command Sponsored Dependents of deployed military members for more than 365 consecutive days.

1. I, (Sponsor's Name, Rank, Social Security Number, Unit of assignment, Unit contact numbers) certify these are my dependents.

- a. List Dependents relationship to sponsor, full Names and Social Security Numbers.
- b. List passport numbers here also if traveling to overseas locations.

2. Eligible family members are authorized to travel Space-A unaccompanied prioritized below Category III active duty personnel and their accompanied dependents. Eligible family members may commence travel in Category III status effective on the first day of the military member's deployment. This authorization is only valid for the duration of the deployment period of the military member. Space-A travel is authorized to/from CONUS and OCONUS locations, between CONUS locations, and within/between OCONUS theaters

3. Eligible dependents may sign-up for Space-A travel no earlier than 10 days prior to the military member's deployment. In addition, eligible dependents may commence travel effective on the first day of military member's deployment when the deployment order is for greater than 365 days or on the date of the extension exceeding 365 days was ordered. Space-A travel must be completed by the last day of the military member's deployment.

4. This documentation must be in the dependents' possession during travel. Dependents under the age of 18 must be accompanied by an eligible parent/guardian. I certify the dependents listed above were briefed the following: "Space-A travel program is a privilege (not an entitlement). The military does not guarantee transportation to the final destination or return travel. The military is not responsible for providing lodging, ground transportation, meals or other incidental expenses incurred during Space-A travel if flights are delayed, diverted or cancelled.

Unit/Squadron Commander's
Signature Block

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